

AGREEMENT
between
FAIR HAVEN BOARD OF EDUCATION
and
FAIR HAVEN CUSTODIAL ASSOCIATION
July 1, 2009 through June 30, 2012

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PREAMBLE

This Agreement is entered into this 28th day of April 2010 by and between the Board of Education of the Borough of Fair Haven, New Jersey, hereinafter called the "Board" and the Fair Haven Custodial Association, hereinafter called the "Association".

WITNESSETH:

WHEREAS, the Board has an obligation, pursuant to Chapter 303, Public Laws of 1968 to negotiate with the Custodians as the representative of employees hereinafter designated with respect to the terms and conditions of employment, and

WHEREAS, the parties have reached certain understandings which they desire to confirm in this Agreement.

It is hereby agreed as follows:

ARTICLE I - RECOGNITION

A. Unit

The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiation concerning grievances and terms and conditions of employment for all full-time custodial and maintenance personnel.

B. Definition of Custodian

Unless otherwise indicated the term "custodians," when used hereinafter in this Agreement, shall refer to all service employees represented by the Association in the negotiating unit as defined above.

ARTICLE II - NEGOTIATION OF SUCCESSOR AGREEMENT

A. Deadline Date

The parties agree to enter into collective negotiation over a successor Agreement in accordance with Chapter 303, Public Laws 1968 in a good faith effort to reach agreement on all matters concerning terms and conditions of employment. Such negotiations shall begin not later than December 1 of the calendar year preceding the calendar year in which this Agreement expires unless a later date is declared mutually acceptable. Any agreement so negotiated shall apply to all custodians, be reduced to writing, be signed by both parties and be adopted by the Board.

B. Modification

This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.

ARTICLE III - GRIEVANCE PROCEDURE

A. Definitions

1. Grievance

A "grievance" is a claim by a custodian or the Association based upon the interpretation, application, or violation of this Agreement, policies or administrative decisions affecting a custodian or a group of custodians.

2. Aggrieved Person

An "aggrieved person" is the person or persons or the Association making the claim.

3. Party in Interest

A "party in interest" is the person or persons making the claim and any person including the Association or the Board, who might be required to take action or against whom action might be taken in order to resolve the claim.

B. Purpose

The purpose of this procedure is to secure, at the lowest possible level, the resolution of differences, which may from time to time arise affecting custodians. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

C. Procedure

1. Time Limits

- a. The aggrieved person must initiate the grievance procedure within thirty (30) days of the event or circumstances which caused the grievance.
- b. The number of days indicated at each level is a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement.

2. Level One - Immediate Supervisor

A Custodian with a grievance shall first discuss it with the Supervisor of Buildings and Grounds, either directly or through the Association's designated representative, with the objective of resolving the matter informally.

3. Level Two - Business Administrator

If the aggrieved person is not satisfied with the disposition of the grievance at Level One, or if no decision has been rendered within five (5) work days after the presentation of the grievance, (s)he may file the grievance in writing with the Association within five (5) work days after the decision at Level One or ten (10) work days after the grievance was presented, whichever is sooner. Within (5) school days after receiving the written grievance, the Association shall refer it to the Business Administrator.

4. Level Three-Board of Education

If the aggrieved person is not satisfied with the disposition of the grievance at Level Two, or if no decision has been rendered within ten (10) work days after the grievance was delivered to the Business Administrator, (s)he may within five (5) work days after a decision by the Business Administrator, or fifteen (15) work days after the grievance was delivered to the Business Administrator, whichever is sooner, request in writing that the Association submit the grievance to the Board.

5. Level Four - Arbitration

- a. If the grievance is based upon an allegation that there has been a violation or misinterpretation of the express terms of this agreement and the aggrieved person is not satisfied with the disposition of the grievance at Level Three or if no decision has been rendered within ten (10) work days after the grievance was delivered to the Board, (s)he may within five (5) work days after a decision by the Board or fifteen (15) work days after the grievance was delivered to the board, whichever is sooner, request in writing that the Association submit the grievance to arbitration. If the Association determines that the grievance is meritorious, it may submit the grievance to arbitration within fifteen (15) work days after receipt of a request by the aggrieved person.
- b. Within ten (10) work days after such written notice of submission to arbitration, the Board and the Association shall attempt to agree upon a mutually acceptable arbitrator and shall obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the specified period, a request for a list of arbitrators may be made to the American Arbitrators Association by either party. The parties shall then be bound by the rules and procedures of the American Association in the selection of an arbitrator.
- c. The Arbitrator so selected shall confer with the representative of the Board and the Association and hold hearings promptly and shall deliver a decision not later than twenty (20) days from the date of the close of the hearings or, if oral hearings have been waived, then from the date of final statements and proofs on the issues are submitted to him/her. The arbitrator's decision shall be in writing and shall set his/her findings of fact, reasoning and conclusions

on the issue submitted. The arbitrator shall be without power or authority to make any decision which requires the commission of an act prohibited by Agreement. The decision of the arbitrator shall be submitted to the Board and the Association and shall be final and binding on the parties.

- d. The arbitrator shall have no power to alter, modify, add to or subtract from the provisions of this Agreement, Board policy or existing rules and regulations. His/Her authority shall be limited to deciding whether a specific article and section of this Agreement has been violated or whether a wrong has been suffered through unfair or inequitable treatment or through interpretation or application of the Board's policies or as a result of administrative decision or through failure to comply with the provisions of this Agreement. The arbitrator shall not usurp the functions of the Board.
- e. The costs for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel, subsistence expenses and the cost of the hearing room shall be borne equally by the Board and the Association. Any other expenses incurred shall be paid by the party incurring same.

D. Rights of Custodians to Representation

Any aggrieved person may be represented at all stages of the grievance procedures by him/herself, or, at his/her option, by a representative selected or approved by the Association. When a custodian is not represented by the Association, the Association shall have the right to be present and to state its views in all stages of the grievance procedure.

E. Miscellaneous

1. Group Grievance

If, in the judgment of the Association, a grievance affects a group of custodians, the Association may submit such grievance in writing to the Business Administrator directly and the processing of such grievance shall commence at Level Two.

2. Supervisory Grievance

If the aggrieved party is the Supervisor of Buildings and Grounds, the grievance shall be submitted in writing to the Business Administrator and the processing of such grievance shall commence at Level Two.

3. Written Decisions

Decisions rendered at Level One which are unsatisfactory to the aggrieved person and all decisions rendered at Levels Two, Three and Four of the grievance procedure shall be in writing, setting forth the decision and the reasons therefore and shall be transmitted promptly to all parties in interest and to the Association. Decisions rendered at Level Four shall be in accordance with the procedures set forth in Section C, paragraph 6 (C) of this Article.

4. Separate Grievance File

All documents, communications and records dealing with processing of a grievance shall be filed in a separate grievance file and shall not be kept in the personal file of any of the participants.

5. Forms

Forms for filing grievances, serving notices, taking appeals, making reports and recommendations and other necessary documents shall be prepared jointly by the Business Administrator and the Association and given appropriate distribution so as to facilitate operation of the grievance procedure.

6. Meetings and Hearings

All meetings and hearings under this procedure shall not be conducted in public and shall include only such parties in interest and their designated or selected representatives, heretofore referred to in this Article.

ARTICLE IV - RIGHTS OF THE PARTIES

A. Board Authority

The Board, subject only to the language of this Agreement, reserves to itself full jurisdiction and authority over matters of policy and retains the right in accordance with applicable laws and regulations to:

1. Direct the activities of the employees of the district.
2. Hire, promote, transfer, assign, retain, reward, suspend, demote, discharge or discipline after due consideration of employee qualifications and levels of performance and the needs of the district.
3. Maintain the efficient operation of the school district.
4. Determine assignments, hours of employment, work schedules, duties and responsibilities of employees.
5. Take whatever actions necessary to meet the obligations of the school district in times of emergency.

B. Required Meetings or Hearings

Whenever any custodian is required to appear before any administrator or supervisor, Board or any committee, member, representative or agent thereof concerning any matter which could adversely affect the continuation of that custodian in his/her office, position or employment or the salary or any increments pertaining thereto, then (s)he shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have representative(s) of the Association present to advise and/or represent him/her during such meeting or interview.

C. Subcontracting

The Board shall consult with the Association prior to any subcontracting of unit work that would lead to the elimination of positions or changes in working conditions.

ARTICLE V - NON-DISCRIMINATION

The Board and Association agree that both will act in accordance with the Law Against Discrimination: N.J.S.A.10-50-1 et seq.

ARTICLE VI - EMPLOYMENT

A. Appointment

Custodians shall be appointed by the Board upon the recommendation of the Superintendent after consultation with the Business Administrator and Supervisor of Buildings and Grounds.

B. Service Credit

1. Prior Experience

The Board reserves the right to grant credit for any prior experience which it deems of value to the school system at the time of initial employment.

2. Date of Employment

A custodian employed prior to January 1 of any school year shall be given full credit for one year's service toward the next increment step in the following year. Personnel employed after January 1 maybe granted, at the Board's discretion, half credit.

C. Wages

1. Salary Schedule

The salaries of all custodians covered by this Agreement shall be paid in twenty-four (24) equal semi-monthly installments.

2. Method of Payment

Custodians employed on a twelve (12) month basis shall be paid in twenty-four (24) equal semi-monthly installments.

3. Effective July 1, 2009, the base salary from 2008-2009 of \$284,390 shall be increased by the cost of increment only. This increase is reflected in the 2008-2009 salary guide, set forth in the appendix hereto.

Effective July 1, 2010, there shall be no increase in salary over that made in 2009-2010. Employees shall receive the same salary in 2010-2011 as they did in 2009-2010. Employees shall neither move on the salary guide, nor shall they receive any additional salary or compensation. There shall be no adjustments to longevity. Employees shall receive the same salary in 2010-2011 as was received in 2009-2010, inclusive of salary, increment and longevity.

Effective July 1, 2011, 2.75% increase inclusive of increment or adjustments, if any, over the annual salary earned for 2010-2011. Those employees eligible for adjustment in longevity shall receive the adjustment on longevity.

All increases are retroactive to July 1, 2009 from the date of ratification and distributed in accordance with mutually developed guides to be attached to the contract.

4. Effective July 1, 2006, custodians working the late shift (regularly scheduled to begin at 2:30 p.m.) shall receive a \$1,000 differential.

D. Assignment

Custodians shall be assigned and/or transferred to buildings and/or shifts by the Business Administrator after consideration of the needs of the district and after consultation with the Superintendent, Supervisor of Buildings and Grounds and employee.

E. Vacancies and New Positions

Present employees shall be given every opportunity through prompt notification, to apply and to be considered for vacant or new positions.

F. Tenure

Custodians employed prior to July 1, 1997 shall be eligible for tenure protection in accordance with the provisions of N.J.S.A. 18A:17-3 and 18A:6-10; those employed after June 30, 1997 shall be appointed for a fixed term.

ARTICLE VII - WORKING CONDITIONS

A. Term of Employment

1. Work Year

All full-time custodians shall be employed on a school year basis beginning July 1 and ending June 30 and shall be known as "12-month employees."

2. Holidays

Employees covered by this Agreement shall have the following paid holidays:

Independence Day	Christmas Day
Labor Day	New Year's Day
Rosh Hashanah or Yom Kippur	Martin Luther King's Birthday
Columbus Day	Lincoln's Birthday
Veteran's Day	Washington's Birthday
Thanksgiving Day	Good Friday
Friday after Thanksgiving	Memorial Day

Whenever a holiday falls on a Saturday, Sunday or a day when school is in session, a "replacement day" shall be scheduled on a day when school is not in session by the Business Administrator after consultation with the Superintendent and Supervisor of Buildings and Grounds (Appendix B).

3. Vacations

Custodians shall accrue paid vacation days in accordance with the following schedule:

<u>Experience in District</u>	<u>Vacation Entitlement</u>
Zero (0) through five (5) years	Ten (10) days
Six (6) through eleven (11) years	Fifteen (15) days
Twelve years or more	Twenty (20) days

Custodians employed for less than one year shall have their vacation days prorated based on the ten (10) day entitlement.

Vacation days shall be arranged in coordination with the Supervisor of Buildings and Grounds and subject to the approval of the Business Administrator and the Superintendent. All requests for vacations must be approved by the Supervisor of Buildings and Grounds at least five days prior to the day(s) requested.

EMERGENCY CLOSINGS

When an emergency school closing is called, custodian and maintenance personnel shall report to work as per notification by the Supervisor of Buildings and Grounds. Unless approved by the Supervisor of Buildings and Grounds, all employees will work a full shift and if necessary overtime to ensure a safe environment for students and staff. Personnel who do not come to work on an emergency closing day will be charged a personal or vacations day. If all personal and vacation days are exhausted, the employer shall be docked unless a doctor's note is provided.

B. Hours of Employment

1. Work Week

The normal work week (Monday through Friday and exclusive of lunch breaks) shall be forty (40) hours. Daily eight (8) hour shifts developed by the Supervisor of Buildings and Grounds and assigned by the Business Administrator shall provide for an equitable distribution of work responsibilities and an adequate lunch or dinner break.

2. Overtime

Work during the week in excess of forty (40) hours or on Saturdays shall be compensated at one-and-a-half times the regular hourly rate. Sunday or holiday work shall be compensated at twice the regular rate.

Hourly rates shall be determined by dividing the annual salary by 1,920 (yearly work hours).

Overtime shall be scheduled by the Supervisor of Buildings and Grounds, subject to the approval of the Business Administrator, on a rotating basis from highest to lowest years in seniority.

If an employee is out sick the day prior to a scheduled overtime shift, the employee forfeits the overtime for that overtime day.

C. Duties

All full time custodians, at the time of initial employment and during the annual evaluation conference, shall have an opportunity to review performance responsibilities as detailed in the attached Board adopted Support Service job Description (Appendix C).

Boiler Operation

1. Licensing

Recognizing the importance of an efficient and safe heating system, all custodians shall be required to hold an appropriate low-pressure boiler license.

2. Training

The Business Administrator shall insure that every custodian receives training in the proper operation of the boilers. The instruction shall be provided within the district by the Supervisor of Buildings and Grounds and outside the district through participation in the formal course preparing custodians for the securing of a Black Seal License. Initial enrollment in the course shall take place within the first year of employment. If necessary, work schedules will be adjusted to permit course attendance.

3. Expenses

The Board shall pay all course registration, examination (up to one retake), license and license renewal fees. The employee shall assume cost responsibility if it becomes necessary to retake the course and exam two or more times.

4. Inability to Secure License

Failure to obtain the Black Seal License within a reasonable length of time may be sufficient cause for the denial of an increment or the termination of employment.

E. Uniforms

The Board shall give each employee \$250.00 per year for uniforms that will include: A. Shirts that have been approved by the Business Administrator. B. Khaki or blue pants. C. Shoes that are appropriate and safe for the job. Cleaning of aforementioned clothing shall be the responsibility of the employee. In order to receive reimbursement for uniforms (including shoes), custodians must submit receipts. Work shirts shall be provided by the District and deducted from the \$250.00 uniform allowance.

F. Evaluation

Each custodian shall be evaluated annually by his/her immediate supervisor using the criteria contained in the appropriate job description. The evaluation report shall be written, discussed with the employee and placed in the employee's personnel file.

G. Agency Clause

Prior to the beginning of each membership year, the Association will notify the Board in writing of the amount of the regular membership dues, initiation fees and assessments charged by the Association to its own members for that membership year. The representation fee to be paid by non-members will be determined by the Association in accordance with the law.

ARTICLE VIII - SICK LEAVE

A. Accumulative

All custodians employed 20 hours or more per week shall be entitled to sick leave with pay in accordance with the schedule listed below (certification of illness by a physician may be required). Unused sick leave shall be subject to accumulation with no maximum limit. Entitlements of custodians employed less than full-time or employed after July 1 shall be prorated.

<u>Years of Service</u> <u>in District</u>	<u>Days Allowed</u> <u>per School Year</u>
0 through 5	12
6 through 10	14
over 10	15

B. Extended

When a custodian has exhausted his/her total accumulated sick leave and is absent due to illness, the Board shall consider, on an individual basis, the granting of extended sick leave which may be with full salary, salary less the rate for a substitute or without salary. Such deductions, as the Board may authorize, will be made in the pay period immediately following that in which the absence occurred.

ARTICLE IX - TEMPORARY LEAVES OF ABSENCE

A. Entitlement

Custodians shall be entitled to the following noncumulative leaves of absence with pay each year:

1. Personal

Five (5) days leave of absence for the purpose of attending to personal, legal, business, household or other family matters or observing holidays which require absence during school hours.

- Application for leave shall be submitted to the Superintendent at least two days in advance of the date(s) requested except in the case of emergencies. There is no requirement to state a reason if the day requested does not precede or follow a school holiday or vacation.
- Personal leave may not be taken on days immediately preceding or following school holidays or vacations except when emergency or extenuating circumstances prevail. In such instances, a request for leave must be submitted in advance, with reasons cited. The Superintendent then, at his/her discretion, may approve the request at full or partial pay or without pay.
- At the end of each school year, custodians may elect to receive compensation for unused personal days accordance with the following schedule:

<u>Number of Unused Personal Days</u>	<u>Compensation</u>
5	\$275.00
4	\$225.00
3	\$150.00
2	\$100.00
1	\$ 50.00

2. Death

Bereavement noncumulative and within seven (7) days of the date of death.

Up to five (5) days in the event of death of a custodian's spouse, parent, parent-in-law, child, stepchild, grandchild, step grandchild, sibling or other person who at the time of the death was a member of the custodian's household or for whose care the custodian was responsible.

Up to three (3) days in the event of the death of a custodian's grandparent, sibling's spouse or spouse's sibling.

One day (1) in the event of the death of any other relative of a custodian.

3. Marriage and Honeymoon

Up to five (5) days leave for the purpose of marriage and honeymoon.

4. In-Service Training

Discretionary leave shall be granted based on the training needs of the employees and/or district for the purpose of attending workshops or meetings or visiting schools outside the district.

B. Attendance Compensation Upon Separation from the District in Good Standing

Attendance compensation for all qualified employees covered by the Agreement is determined in accordance with the provisions of Appendix D which is attached hereto and made apart of hereof.

ARTICLE X INSURANCE PROTECTION

A. Premium Payment

For tenured custodians the Board shall provide insurance protection described below by paying premiums in accordance with the following schedule:

Plan	Employee Premium	Dependent(s) Premium
Medical (includes Rx)	100%*	100%*
Dental	100%	100%

*The Premium payment is subject to the "buy-up" option in 2010-2011 set forth in Section B(2), *infra*.

For custodians with less than three full years of experience, the Board shall provide insurance protection described below by paying premiums in accordance with the following schedule:

Plan	Employee Premium	Dependent(s) Premium
Medical (includes Rx)	100%*	100%*
Dental	100%	0%

*The Premium payment is subject to the "buy-up" option in 2010-2011 set forth in Section B(2). *Infra*.

Custodians with less than three full years of experience may purchase dental coverage for their dependents.

B. Medical Insurance Plan Types (includes RX)

(1) For the 2009-2010 school year the Board shall offer custodians the Traditional Indemnity Plan and Direct Access Plan only. The Direct Access Plan Co-Payment shall be \$5.00.

(2) For the 2010-2011 school year, effective on July 1, 2010, all custodians shall be enrolled in the Direct Access Plan or pay the full difference in the premium between the Traditional Indemnity Plan and the Direct Access Plan. This shall be known as the 'buy up' option. The Direct Access Plan Co-Payment shall remain at \$5.00.

(3) For the 2011-2012 school year, effective on July 1, 2011, the Traditional Indemnity Plan shall be eliminated. The only plan offered by the Board shall be the Direct Access Plan. All custodians shall be enrolled in the Direct Access Plan effective July 1, 2011. Effective July 1, 2011, the Direct Access Co-Payment shall be increased to \$10.00.

C. Provisions, of Coverage

The provisions of the insurance programs shall be detailed in master policies and contracts agreed upon by the Board and Association and shall provide benefits for the following services:

1. Hospitalization
2. Surgical
3. Out-Patient
4. Major Medical
5. Prescription
6. Dental (2009-2012 \$1,500 per person cap)

Copies of such policies and contracts shall be made available to Association members.

D. Carriers

The Board shall select insurance carriers based on comparability of benefits, premium bids, service and reputation. In no case shall the Board change carriers without consulting with the Association and providing assurance that the existing level of benefits will be at least maintained.

E. Complete Annual Coverage

For each custodian who remains in the employ of the Board for the full school year the Board shall make payment of insurance premiums to provide coverage for the twelve (12) month period. When a custodian leaves the employ of the Board, insurance coverage will be governed by the provisions of the plan then in effect.

F. Monthly Premium Holiday

In the event the State Health Benefits Plan declares a monthly premium holiday, the Board agrees to waive one (1) month's employee contributions for dependent coverage.

G. Workers Compensation

All paid employees shall be included under the Board's Workers Compensation Insurance Policy which provides sick leave and/or disability benefits for job-related injuries.

ARTICLE XI - SENIORITY

A. Defined

Seniority for the purposes of this Article shall be based upon an employee's continuous length of service with the Board, from the last date of hire.

B. Reduction in Force

Should the board determine that a reduction in force is required for the efficient operation of the district, employees shall be laid off from their jobs in the following matter:

1. Order of Separation

The employee with the least seniority in the job classification where the layoff is necessary shall be the first employee laid off.

2. Recall

Should vacancies occur the last qualified person separated shall be the first to be rehired.

C. Reduction in Work Schedules

Should it become necessary for the Board to reduce work schedules for the efficient operation of the district, principles of seniority shall apply.

ARTICLE XII - MISCELLANEOUS

A. Tool and Vehicle Allowance

The Board shall determine, on an annual basis, an allowance which shall be paid to the Supervisor of Buildings and Grounds and Maintenance Person in compensation for the use of personal tools and/or vehicles in the performance of job related tasks.

B. Jury Duty

Custodians selected to serve on jury duty shall perform such services without salary or leave-time penalties.

C. Unlawful Provisions

If any provision of this Agreement is held to be contrary to law, then such provision shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions shall continue in full force and effect.

ARTICLE XIII - DURATION OF AGREEMENT

This Agreement shall be effective as of July 1, 2009 and shall continue in effect until June 30, 2012.

In witness whereof the Association has caused this Agreement to be signed by its President and Secretary and the Board has caused this Agreement to be signed by its President, attested by its Secretary and its corporate seal placed hereon, all on the day and year written above.

FAIR HAVEN CUSTODIAL ASSOCIATION

By _____

President

By _____

Secretary

FAIR HAVEN BOARD OF EDUCATION

By _____

President

By _____

Secretary

Appendix A

Year 1

2009-10 Salary Guide	Custodians
Step	Salary
New 1	31,090
Old 7 / New 2	31,890
Old F / New 3	32,990
4	33,890
5	34,690
Old D / New 6	35,290
7	36,290
8	37,290
9	38,290
Old C / New 10	39,290
11	40,390
12	41,390
13	42,390
Old A / New 14	43,390
15	44,390

SERVICE INCREMENTS: Custodians, after completion of 10, 15 and 20 years of work experience in Fair Haven, shall be entitled to separate, cumulative and permanent increments As follows

10 years	-\$400
15 years	- \$450
20 years	-\$500

SALARY GUIDE ADMINISTRATION: Custodians new to the district shall be placed on the salary guide according to the following experience schedule:

No experience	- Step 1
1 to 2 years experience	- Step 2
3 to 4 years experience	- Step 3
5 to 6 years experience	- Step 4
More than 6 years experience	- Step 7
Head Custodian	\$1,500 Stipend

Year 2

2010-11
Salary Guide

Custodians

Step	Salary
1	31,090
2	31,890
3	32,990
4	33,890
5	34,690
6	35,290
7	36,290
8	37,290
9	38,290
10	39,290
11	40,390
12	41,390
13	42,390
14	43,390
15	44,390

***There shall be no increment movement, salary increase or longevity payment in this year. All employees shall receive the same amount of money as they did during the 2009-2010 school year.

SERVICE INCREMENTS: Custodians, after completion of 10, 15 and 20 years of work experience in Fair Haven, shall be entitled to separate, cumulative and permanent increments As follows:

10 years	\$400
15 years	\$450
20 years	\$500

SALARY GUIDE ADMINISTRATION: Custodians new to the district shall be placed on the salary guide according to the following experience schedule:

No experience	- Step 1
1 to 2 years experience	- Step 2
3 to 4 years experience	- Step 3
5 to 6 years experience	- Step 4
More than 6 years experience	- Step 7
Head Custodian	\$1,500 Stipend

Year 3

2011-12	Custodians
Salary Guide	
Step	Salary
1	31,323
2	32,129
3	33,237
4	34,144
5	34,950
6	35,555
7	36,612
8	37,570
9	38,577
10	39,585
11	40,693
12	41,700
13	42,708
14	43,715
15	44,723

SERVICE INCREMENTS: Custodians, after completion of 10, 15 and 20 years of work experience in Fair Haven, shall be entitled to separate, cumulative and permanent increments As follows

10 years -\$400

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20 years -\$500

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5 to 6 years experience	- Step 4
More than 6 years experience	- Step 7
Head Custodian	\$1,500 Stipend